

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
THE CHERRY CREEK VILLAGE WATER DISTRICT AND
THE BOARD OF DIRECTORS OF ITS WATER UTILITY ENTERPRISE
HELD
May 8, 2018**

A regular meeting of the Board of Directors of the Cherry Creek Village Water District and the Board of Directors of its Water Utility Enterprise (referred to hereafter as "Board") was held on Tuesday, May 8, 2018 at 8:45 a.m., at the offices of Community Resource Services, 7995 E. Prentice Avenue, Suite 103E, Greenwood Village, Colorado. This meeting was open to the public.

ATTENDANCE

The regular meeting of the Board was called and held, as shown, in accordance with Colorado law. The following directors were present:

John Forney
Lou Schroeder
Phil Viseur
Joseph Ryan

Also present were:

Tim Flynn, Esq.; Collins Cockrel & Cole P.C.

Greg Sekera; Kennedy/Jenks

Jim Worley and Kayla Blair, CRS of Colorado, who attended the meeting in lieu of Cathy Noon, who was unable to attend

Dale Heider

CALL TO ORDER

Director Forney called the meeting to order at 9:00 a.m.

QUORUM/QUALIFICATIONS/& DISCLOSURES

It was noted that a quorum was present. All of the Directors are qualified and there are no conflicts of interest disclosures required.

The Chairman then introduced Dale Heider, who is interested in serving on the District's Board of Directors. Mr. Heider provided a brief history of his background and desire to serve on the Board. He lives in the Villages on the Lake Subdivision. The Board will consider appointing Mr. Heider to the Board later in the meeting.

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- ADMINISTRATIVE ITEMS Agenda: Upon review and discussion of the Agenda and a motion duly made, seconded and, upon vote, unanimously carried, the Board accepted the agenda as presented.
- Minutes: The minutes of the April 10, 2018 Regular Board meeting were presented to the Board. Following review and discussion, upon a motion duly made, seconded and, upon vote, unanimously carried to approve the minutes as presented.
- PUBLIC COMMENT None.
- FINANCIAL MATTERS Review and Approve Payment of Claims: Mr. Worley reviewed the May 8, 2018 claims totaling \$14,030.82 represented by check numbers – 1107 – 1112 And Auto-Payments to three Directors totaling \$277.05. The Board directed that the Denver Water invoice be added to these payables when the invoice was received. Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved the May 8, 2018 claims as presented.
- Review Cash Position: Mr. Worley reviewed the cash position with the Board for the period ending April 30, 2018 Following review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Board accepted the cash position as presented.
- Review Financial Statements: Mr. Worley reviewed the financial statements for the period ending April 30, 2018. After review, upon motion duly made, seconded and, upon vote, unanimously carried, the Board accepted the financial statements as presented.
- DIRECTORS ITEMS There Were None.
- MANAGEMENT ITEMS Review Consumption Report: Mr. Worley reviewed the Consumption Report with the Board.
- MAINTENANCE AND
OPERATIONAL MATTERS Engineering Report: Mr. Sekera reviewed the engineering report which is made a part of these minutes.
- LEGAL Appointment of New Director: Following a brief discussion, a motion was made, seconded, and upon vote, unanimously carried, the Board appointed Dale Heider to fill the Board vacancy created when former Director Roger Bear decided not to seek re-election. Mr. Heider will serve until the next regular Board of Directors election in May 2020, at which time he will be eligible to run for the remaining two years of the four-year term of the office to

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which he has been appointed.

Colorado Water Quality Control Division Decision Regarding Denver Water's use of Orthophosphate for Corrosion Quality Control: Legal counsel updated the Board on the recent Water Control Division decision requiring Denver Water to use orthophosphate as a means of corrosion control to help reduce lead and copper in Denver Water's distribution system. He noted that this was a highly-controversial decision because there are alternate means of controlling corrosion and because the introduction of orthophosphate into the distribution system will significantly increase the cost to wastewater treatment plants who are under a State mandate to reduce the amount of phosphate they discharge into the State's rivers and streams. The additional orthophosphate will also find its way through return irrigation flows into water bodies like the Cherry Creek reservoir and the South Platte River. This, in turn, will increase the cost of organizations like the Cherry Creek Basin Water Quality Authority that are under strict regulations to reduce the amount of phosphorous in their water bodies.

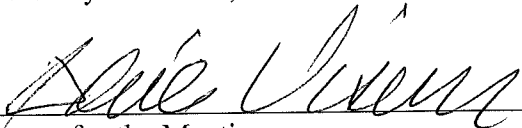
OATH OF OFFICE

Mr. Flynn explained that the Oath of Office for re-elected Phil Viseur and for appointed Director Dale Heider could not be administered until after May 8, 2018, because their term of office does not begin until May 9, 2018. Accordingly, a written Oath of Office was delivered to Mr. Viseur and to Mr. Heider, both of whom indicated they would return at a later time, either to the CRS office or some other office where a notary is present to take their Oath. The executed Oaths will be delivered to Mr. Flynn for filing with the Arapahoe County District Court, the Division of Local Government, and the Arapahoe County Clerk & Recorder's office.

ADJOURNMENT

There being no further business to come before the Board, upon a motion made, seconded and upon vote, unanimously carried, the meeting was adjourned at 9:50 a.m.

Respectfully submitted,



Secretary for the Meeting

May 2, 2018

Memorandum

To: Cathy Noon, District Manager
From: Greg S. Sekera, P.E.
Subject: Engineering Report for Board of Directors Meeting on May 8, 2018
Cherry Creek Village Water District
KJ Job No. 1846003*GENW

Briefly presented below are the items that we have been involved in during the past month.

1. System Maintenance – We coordinated the following maintenance items during the past month:
 - Master Meters – The most recent meter readings indicated that the Yosemite meter delivered 6% of the flow and the Dayton meter delivered 94%. Total water supplied to the District was 4.5 MG for the April period (0.3 MG more than the prior period).
 - PRVs – There are currently no major issues or concerns with the PRVs.
 - Meter Transponders – There was no replacements performed in April. Cathy and I met with Ameresco on April 23 to learn how they may be able to assist the District with new meter reading technology. We will discuss what we learned with the board at the meeting.
 - Customer Complaints and Investigations – The following are investigations performed at the request of customers this past month.
 - a. No issues this past month.
 - Fire Hydrant and Valve Maintenance – C&L is actively performing this year's valve and fire hydrant inspections and flushing. I will prepare a list of valve and hydrant maintenance work for C&L to perform this year following completion of their inspections.
 - Fire Hydrant Meter – The following activity relative to fire hydrant use occurred:
 - a. No active permits this past month.
 - Water Line Breaks – C&L completed the rotomill and overlay of the patch area at the water line break location in the 4600 block of South Akron Street. The cost of the final street overlay was \$3,400.
 - Facility Locates – Reviewed several locate requests for miscellaneous construction in the District.
 - Maintenance Tracking – A copy of the maintenance tracking/schedule is attached.

2018 Water System Maintenance Tracking
Cherry Creek Village Water District

ITEM	DESCRIPTION	NO. OF UNITS	FREQUENCY	SCHEDULED DATE	018 BUDGET AMOUNT	ACTUAL COST
Routine Maintenance (by C&L Water Solutions)						
1	Inspect/Operate Valves	145	Once Every 2 Years	March-18	\$5,800	\$0
2	Inspect/Operate Fire Hydrants	73	Once/Year	March-18	\$4,015	\$0
3	Inspect/Operate/Flow Test PRVs	2	Two Times/Year	May/Nov	\$2,400	\$0
4	Flush Dead End Cul-de-sacs (Blow-Offs)	11	Once/Year	March-18	\$660	\$0
	Subtotal				\$12,875	\$0
	Contingency @	10%			\$1,000	\$0
	Total Routine Maintenance				\$14,000	\$0
System Repairs and Replacements (by C&L, others)						
5	Replace Dayton PRV (6" PRV valve only)	0		2019	\$0	\$0
6	Raise Valve Boxes from Under Asphalt	8			\$4,800	\$0
7	Clean Valve Boxes (vacuum and operate valve)	24			\$2,160	\$0
8	Replace Valve/B.O. (in asphalt)	2			\$16,000	\$0
9	Misc. Valve Repairs (replace valve boxes)	10			\$6,000	\$0
10	Fire Hydrant Repairs	8			\$4,400	\$526
11	Fire Hydrant Replacement	5			\$50,000	\$0
12	Fire Hydrant Painting	25		May-18	\$1,625	\$0
13	Emergency Repairs (water line breaks)	1			\$30,000	\$16,027
	Subtotal				\$114,985	\$16,553
	Contingency @	15%			\$17,000	\$11,284
	Total System Repairs and Replacements				\$132,000	\$27,837
Contractor Services (by C&L Water Solutions)						
14	Operator in Responsible Charge	12			\$1,200	\$600
15	Customer Service/Response (Investigations, Emergencies)	12			\$1,800	\$1,209
16	Master Meter Reads (once per month)	12		Monthly	\$2,700	\$844
17	Service Shut-offs (estimated)	20			\$2,500	\$254
18	Meter Transponder Repairs (Labor and Equip.)	16			\$8,000	\$169
19	Utility Locates (field)	24			\$2,040	\$450
	Subtotal				\$18,240	\$3,525
	Contingency @	20%			\$4,000	\$0
	Total Contractor Services				\$22,000	\$3,525
	Total Repairs and Maintenance				\$168,000	\$31,362
WL Replacement Capital Projects						
20	No Projects Anticipated in 2018				\$0	\$0
	Total Capital Projects Budget				\$0	\$0

NOTES:

- Actual Cost column is summation of C&L invoices received and approved in current year. Costs do not include material and equipment costs paid to others by District for repairs.